



SOUTH DAKOTA LOTTERY DRAWING GUIDELINES



Light Up Your January 2nd Chance Drawing December 23, 2019 – January 31, 2020

I. PURPOSE

These drawing guidelines have been prepared to ensure the prizes awarded for the Light Up Your January promotion drawing are determined as impartially and randomly as possible and that the integrity of the South Dakota Lottery is maintained at all times.

The Executive Director of the South Dakota Lottery reserves the right to change and supersede any outlined procedures to handle unforeseen circumstances.

II. GENERAL

- A. Light Up Your January is a 2nd chance drawing in which South Dakota Lottery Players Club members can enter non-winning Naughty or Nice, A Christmas Story, Candy Cane Cashword, Snowflake 7's, Cashing Thru the Snow, or Snow Me the Money tickets for a chance to win a life size *A Christmas Story* leg lamp and \$300 in scratch tickets.
- B. To be eligible for the drawing, the entrant must be a member of the Players Club.
- C. To become eligible for the drawings, players must enter a non-winning Naughty or Nice, A Christmas Story, Candy Cane Cashword, Snowflake 7's, Cashing Thru the Snow, or Snow Me the Money ticket that has not previously been entered for any other Lottery drawing by accessing the Players Club website at <http://lottery.sd.gov/players/login/> or through the official SD Lottery app. Each ticket will receive the number of entries equal to it's dollar amount (for example Snowflake 7's have 5 entries, where a Naughty or Nice have 1). Entries will be accepted until the entry cutoff time of 11:59 p.m. CST the night before the posted drawing date as shown on the Lottery website.
- D. There will be a drawing held for the life-size *A Christmas Story* leg lamp and \$300 in scratch tickets. The drawing will take place on January 31, 2020. The drawing will have 1 grand prize winner and 3 secondary winners.



- E. The winners of the Light Up Your January promotion drawing will be determined at a publicly held drawing at the Pierre Lottery office in accordance with SDCL Chapter 42-7A, Lottery administrative rules, and these Light Up Your January Drawing Guidelines. The Executive Director shall have the discretion to alter the date, time and location of the Prize Drawing. The odds of an entrant being selected as a Light Up Your January winner will be determined by the number of entries submitted.
- F. Four (4) Winners and ten (10) alternates will be randomly selected during the drawing. Winners will have 10 days from the date they are notified of their win to submit their confirmation information to receive their prize; should that deadline not be met, the prize will revert to the next alternate.
- G. Should the security and integrity of the Players Club webpage be comprised by technological intrusion or other like actions, the promotion will be suspended until such time as said security has been reinstated and verified.
- H. In the event that the South Dakota Lottery is unable to conduct the drawing, due to technological issues or other like circumstances, the Multi-State Lottery Association (MUSL) has been authorized to perform the drawing in a back-up capacity, utilizing the procedures and processes contained in these guidelines.

III. RESPONSIBILITIES

A. DRAWING MANAGER - The Drawing Manager shall:

1. Oversee the official Drawer in the selection of the four (4) winners and ten (10) alternates.
2. Compile materials necessary to conduct the drawing (drawing certifications, drawing checklist, winner form, DVR, and CDs).
3. With the Drawing Security Officer, prepare the drawing site.
4. With the Drawing Auditor and Drawing Security Officer, examine the Random Number Generator (RNG) thirty (30) minutes prior to the commencement of the drawing and within thirty (30) minutes after the drawing.
5. Explain the Light Up Your January Drawing procedures to the public.
6. Conduct the drawing in accordance with these Drawing Guidelines.



7. Compile a list showing the winning entrants and alternate entrants from the drawing.
8. Along with the Drawing Security Officer, secure an electronic copy of all tickets entered from BIT (Bureau of Information and Telecommunications) before the official drawing to retain with the official drawing documents.

B. DRAWING SECURITY OFFICER - The Drawing Security Officer shall:

1. Arrange for an Auditor to be present at the drawing.
2. With the Drawing Manager, prepare the drawing site.
3. With the Drawing Auditor and Drawing Manager, examine the Random Number Generator (RNG) thirty (30) minutes prior to the commencement of the drawing and within thirty (30) minutes after the drawing.
4. Maintain physical security over the drawing site during the drawing.
5. Verify that the DVR is functioning properly.
6. Ensure that the drawing is recorded in its entirety and that after the drawing the recording is secured in a safe place.
7. Participate in the drawing as described in these Drawing Guidelines.
8. Validate the entries to make sure they are valid entries before the winners are declared.
9. Along with the Drawing Manager, secure an electronic copy of all tickets entered from BIT before the official drawing to retain with the official drawing documents.

C. DRAWING AUDITOR - The Drawing Auditor shall:

1. Observe all aspects of the drawing and oversee, to a practical extent, that all rules, regulations and procedures are followed. In the event a rule, regulation or procedure is not followed, the Drawing Auditor shall bring it to the attention of the Drawing Manager.
2. With the Drawing Manager and Drawing Security Officer, examine the Random Number Generator (RNG) thirty (30) minutes prior to the commencement of the drawing and within thirty (30) minutes after the drawing.



3. Verify the names and numbers of the winners and alternates with the numbers chosen by the random number generator and the list provided with BIT coincide. Ticket validation will be verified through the Scientific Games International Keyed Dual Security program.
4. Forward the Drawing Auditor's report to the Drawing Manager and send a copy to the Executive Director within four (4) working days following the scheduled drawing.

D. DRAWER - The Drawing Drawer:

1. Must be at least eighteen years of age.
2. May be an employee of the South Dakota Lottery and may be the Drawing Manager.
3. Must draw the winning entries in accordance with these drawing guidelines.

IV. ELIGIBILITY REQUIREMENTS

- A. Entrants must be at least eighteen (18) years old to participate and win a prize.
- B. Persons may enter up to 40 tickets per day on the Players Club webpage or Lottery mobile app. Each ticket may only be entered once. An attempt to submit an entry that has already been submitted will generate an error message informing the player that the entry has already been submitted and may not be resubmitted. The eligibility of the winning entry shall be determined by the Lottery after the drawing through a verification process. In the unlikely event of duplicate winning entries, the Lottery shall employ investigative measures to determine by activation, sell and entry date of ticket, and other verifiable means the validity of the entries to declare a single winning entry.
- C. Participation shall be limited to persons whose eligible entries are received on the Players Club webpage by 11:59 p.m. CST the night before the posted drawing date as shown on the Lottery website.
- D. The South Dakota Lottery will not be responsible for data entry errors from the entrants. The risk of loss for the electronic non-delivery, late delivery or failure of receipt for ticket information entered electronically in the promotion remains with the entrant, regardless of the cause of transmission failure.
- E. Entries are ineligible if:



1. The Lottery is unable to determine the owner of the entry.
2. Is received after the ending entry date.
3. Any ticket is shown to be of stolen status, unissued, counterfeit in whole or in part, mis-registered, defective, printed or produced in error, multiple printed, or fails any of the Lottery's confidential validation tests.
4. If the entry/account does not have a valid mailing address.

V. METHOD OF PROCESSING ENTRIES

- A. All entries must be received through the Players Club website at <http://lottery.sd.gov/players/login/> or through the official South Dakota Lottery App. Once an entry has been successfully submitted into a 2nd Chance promotion, it is no longer eligible to be entered into any other 2nd Chance promotion.
- B. Entries received via internet will be secured in a database maintained by BIT (Bureau of Information and Telecommunications) and Lottery personnel for the purpose of conducting the drawing or obtaining information necessary to assist drawing entrants. BIT provides a number of internal security measures to ensure that online entries are secure. Data collected in the course of the promotion is stored on secure servers within a guarded limited access hosting facility and access to data is protected by a variety of security products. The Director of Security for the South Dakota Lottery has been made aware of these security procedures and has deemed them acceptable for the purposes of this drawing.
- C. Internet entries are processed 24 hours a day, seven days a week, from the date and time the promotion begins until the final deadline of the final drawing for which entries are eligible to be submitted. Each entry record contains a date stamp to indicate when it was submitted by the entrant.
- D. Each internet entry will be validated by Lottery Security, if selected.
- E. All internet-generated entries are retained in the entry database for the duration of the promotion, regardless of whether or not they are selected in the drawing, to ensure that any entry cannot be submitted more than one time during the course of the promotion.

VI. DRAWING PROCEDURES



A. The Drawing Manager, Drawing Security Officer, and Drawing Auditor shall conduct the Light Up Your January promotion Drawing from all the eligible entries.

B. The Drawing Manager, in the presence of the Drawing Security Officer and the Drawing Auditor, shall conduct the drawing using the following process:

☐ Check Seals on the RNG Draw Machine

☐ Boot up RNG Draw Machine

☐ Drawing Manager Logs in to RNG Draw Machine

☐ Enter Name of Drawing Security Manager

☐ Enter Game Parameters

_____ Pick Special Draw

_____ # of Entries (as provided by Drawing Security Manager)

_____ # of Winners – 14 (4 Winners and 10 alternates)

_____ Prize – A Christmas Story leg lamp and free scratch tickets

☐ Enter Auditor Name

☐ Perform Self-Test on RNG Draw Machine

☐ Pick Draw

_____ Proceed with Yes

_____ Record numbers of Winner and alternates

Winner #1 _____

Winner #2 _____

Winner #3 _____

Winner #4 _____

1st Alternate # _____

2nd Alternate # _____

3rd Alternate # _____

4th Alternate # _____

5th Alternate # _____

6th Alternate # _____

7th Alternate # _____

8th Alternate # _____



9th Alternate # _____

10th Alternate # _____

If 4 valid winners are not verified after the first 4 entries selected, the Lottery will continue to work through the list in the order provided on the printed report from the RNG Draw Machine until a valid non-winning entry is verified. Entry verification will be processed through Scientific Games Keyed Dual Security program by the Security Department.

☐ Print Report

☐ Log off RNG Draw Machine

The Drawing Security Officer shall match the fifteen winning entries selected by the RNG to the entries' corresponding numbers from the list of entrants from the LT08 database. The Drawing Security Officer shall then match the next ten alternate winning entries to be used in the event that an unofficial winning entry is declared ineligible, that Lottery officials are unable to locate the winning player, or that any of the winners are unable to collect the prize. If valid winners are not verified after the first 4 entries, the Lottery will continue to work through the list in the order provided on the printed report from the RNG Draw Machine until a valid non-winning entry is verified.

- C. The Drawing Security Officer shall record the Light Up Your January promotion Drawing winners' names onto an official results form, which will then be copied and the copy given to the Director of Advertising and Public Relations immediately following the conclusion of the drawing.
- D. The Drawing Manager, by 5 p.m. CST of the second working day following the completion of the Light Up Your January Drawing, shall file with the Executive Director a list of the winners and alternates drawn and the following certifications:
1. Certification by the Drawing Manager that the Light Up Your January Drawing was conducted in compliance with SDCL Chapter 42-7A, Lottery administrative rules and these Drawing Guidelines.
 2. Certification by the Drawing Auditor, to the practical extent, that the procedures established in these Drawing Guidelines have been followed and the Light Up Your January Drawing was conducted in compliance with SDCL Chapter 42-7A, Lottery administrative rules and these Drawing Guidelines.



VII. STORAGE, TRANSPORTATION AND SECURITY OF DRAWING EQUIPMENT

- A. When not in use, the drawing equipment shall be kept in a secured area.
- B. When not in the secured area, the drawing equipment shall be under the control of Lottery security personnel.
- C. Drawing equipment will be moved, serviced, or otherwise handled only by those persons authorized by the Director of Security and Video Lottery or designee.



***Approval of Entry and Drawing Rules for
South Dakota Lottery Light Up Your January
Promotion Drawing***

We attest that we have reviewed these Light Up Your January Drawing Rules and approve of their issuance as shown in this document.

Norman Lingle, Executive Director, South Dakota Lottery

Date

Jordon Kitts, Director of Security, South Dakota Lottery

Date



***Appointment of Drawing Personnel for
South Dakota Lottery Light Up Your January Drawing***

I, Norman Lingle, Executive Director of the South Dakota Lottery, hereby appoint **Liza Sickler** as the Drawing Agent and **Sonja Campbell** as the Drawing Manager for the South Dakota Lottery Light Up Your January Drawing to be held January 31, 2020 in the Pierre Lottery office at 711 E. Wells Avenue, Pierre, SD.

Norman Lingle, Executive Director, South Dakota Lottery

Date



***Drawing Manager's Certification of Compliance for
South Dakota Lottery Light Up Your January Drawing***

With SDCL 42-7A, ARSD Title 48 and the South Dakota Lottery's Guidelines
for the Light Up Your January Drawing.

The undersigned Drawing Manager hereby certifies that the Light Up Your January Drawing conducted on January 31, 2020 was conducted in compliance with the provisions of SDCL 42-7A, ARSD Title 48 and the South Dakota Lottery's rules for the Light Up Your January Drawing.

The approximate total number of entries available for this drawing was _____.

Drawing Manager _____ Date _____

Attested before:

Drawing Auditor _____ Date _____



***Certification of Drawing Equipment for
Light Up Your January Drawing***

I attest that I examined and tested the RNG thirty (30) minutes prior to commencement of the drawing and within thirty (30) minutes after the drawing and found the equipment to be in proper working order.

Drawing Security Officer _____ Date _____

Drawing Manager _____ Date _____

Drawing Auditor _____ Date _____



Official Results Form
(1 Winner of A Christmas Story leg lamp and \$300 in scratch tickets)
For South Dakota Lottery Light Up Your January
January 31, 2020

On January, 31 2020 the Light Up Your January Drawing was performed at the Pierre Lottery office according to SDCL 42-7A, ARSD Title 48 and the South Dakota Lottery's rules for the Light Up Your January Drawing.

The 1st winner drawn is:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____



Official Results Form
(3 Winners of \$100 in scratch tickets)
For South Dakota Lottery Light Up Your January
January 31, 2020

On January 31, 2020 Light Up Your January Drawing was performed at the Pierre Lottery office according to SDCL 42-7A, ARSD Title 48 and the South Dakota Lottery's rules for the Light Up Your January Drawing.

The 1st winner drawn is:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

The 2nd winner drawn is:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

The 3rd winner drawn is:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____



**Official Results Form (Alternates) for
South Dakota Lottery Light Up Your January Drawing
January 31, 2020**

The alternates drawn are:

1. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

2. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

3. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

4. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

5. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____



6. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

7. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

8. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

9. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

10. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____